

TOWNSHIP OF MILLSTONE  
Meeting Room  
215 Millstone Road  
Millstone Township, NJ 08535

**TOWNSHIP COMMITTEE  
RE-ORGANIZATION MINUTES  
JANUARY 3, 2018 @ 7:00 pm**

**Municipal Clerk Maria Dellasala calls the meeting to order at 7:02p.m. followed by Flag Salute and a moment of Silence.**

**STATEMENT OF NOTICE AS REQUIRED BY P.L. 1975, C231 IS READ.**

**I HEREBY ANNOUNCE THAT PURSUANT TO THE OPEN PUBLIC MEETING ACT, ADEQUATE NOTICE OF THIS MEETING HAS BEEN PROVIDED IN THE ANNUAL NOTICE OF MEETINGS WHICH WAS MAILED TO THE ASBURY PARK PRESS AND THE TRENTON TIMES, POSTED ON THE PUBLIC ANNOUNCEMENTS BULLETIN BOARD IN TOWN HALL AND FILED IN THE OFFICE OF THE TOWNSHIP CLERK ON DECEMBER 27, 2017.**

Oath of Office administered to Committeemen Fiore Masci by Freeholder Lillian Burry  
Oath of Office administered to Committeemen Michael Kuczinski by Assemblyman Robert Clifton

**ROLL CALL:** Committeeman Dorfman – present, Committeeman Kinsey – absent, Committeeman Masci – present, Committeewoman Grbelja -present. Committeeman Kuczinski - present, Also in attendance: Attorney, Robert Munoz, Municipal Clerk/Administrator, Maria Dellasala and Deputy Municipal Clerk Kathleen Hart.

**Municipal Clerk Maria Dellasala asks for a motion for Mayor:**

**C/Kuczinski nominates C/Dorfman as Mayor for the year 2018, Second by C/Grbelja.**

**VOTE:**

**AYES:** C/Dorfman, C/Grbelja, C/Kinsey, C/Masci, C/Kuczinski  
**NAYS:** None  
**ABSTAIN:** None  
**ABSENT:** C/Kinsey

**C/Masci nominates C/Grbelja for Deputy Mayor, second by M/Dorfman.**

**VOTE:**

**AYES:** C/Grbelja, C/Kinsey, C/Masci, C/Kuczinski, M/Dorfman,  
**NAYS:** None  
**ABSTAIN:** None  
**ABSENT:** C/Kinsey

**Statement by newly appointed Mayor:**

M/Dorfman states he would like to thank his fellow committeepersons for their trust and support to serve as mayor in the coming year. We are fortunate to have their expertise and experience. I will certainly make use of their experiences as committeepersons and former mayors.

Each of my fellow committeepersons will continue in their current liaison duties continuing a well working process.

Seeing all the county and state assembly representatives joining us at the reorganization meeting is a big endorsement, and is a real statement about their support for our community. All of our township committeepersons and particularly Deputy Mayor Grbelja have worked hard to garner their trust and support. We have been successful in these efforts because we have demonstrated over a period of years the good government that exists within Millstone Township. They know from experience the level of professionalism and commitment the Millstone Township Committee has to what is best for our town. Whether we are seeking state or county funding, or their assistance on state legislative matters, we have their support.

M/Dorfman thanks everyone to his left and right, township committee and township attorney, Administrator, Municipal Clerks and CFO. Also all of the many volunteers we have on our boards and commissions and of course all of our professionals.

The objectives remain the same. Keep Millstone Township as a rural residential town with the lowest municipal tax rate in all of Monmouth County. Our citizens chose to be here for a reason. Once they turn off the perimeter roads and drive into the town, in some ways they get to leave the hustle and bustle of their lives outside our community behind. It becomes green, quiet, safe, peaceful and private. As a governing body, we respect and support this and will do what we can to protect this for all our citizens.

Operationally much of the established processes and responsibilities amongst the township committee and employees will remain the same. However, we are always looking to improve. We will continue to identify efficiencies and cost control wherever possible, including our partnerships for shared services with the schools, counties, state and other municipalities. I am looking forward to serving and I am committed to ensuring that we continue to serve the best interests of the entire Millstone Township community.

**RESOLUTIONS: CONSENT RESOLUTION POSTED ON BULLETIN BOARD.**  
**ALL MATTERS LISTED UNDER ITEM “CONSENT AGENDA” ARE CONSIDERED ROUTINE BY THE TOWNSHIP COMMITTEE AND WILL BE ENACTED BY ONE (1) MOTION IN THE FORM LISTED BELOW. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS, IF DISCUSSION IS DESIRED OF ANY ITEM, THAT ITEM WILL BE CONSIDERED SEPARATELY.**

- 18-01 Resolution Appointing Professionals for 2018: Township Attorney (Robert Munoz), Michael B. Steib, P.A. Special Counsel for Mt. Laurel Proceedings, Township Auditor (– Robert W. Allison), Township Planner (Fred Heyer), Township Prosecutor (Susan L. Solda De Simone, Esq.), Township Bond Counsel (John D. Draikiwicz), Township Public Defender (Raymond Raya), Township Alt. Public Defender (Judith G. Amorski, Esq.), Township Bankruptcy Counsel (James Aaron), and Affordable Housing Administrator (Donna Blaze)
- 18-02 Resolution Appointing Deputy Municipal Clerk (Kathleen Hart)
- 18-03 Resolution Appointing Registrar (Kathleen Hart) and Deputy Registrar of Vital Statistics ( Lorraine Maher) and Alternate Registrar (Maria Dellasala)
- 18-04 Resolution Appointing Purchasing Agent (Amanda Salerno)
- 18-05 Resolution Appointing Public Agency Compliance Officer (Amanda Salerno)
- 18-06 Resolution Appointing Treasurer (Amanda Salerno)
- 18-07 Resolution Appointing Construction Department Appointments: Fire Protection Inspector

(Michael Martin), Plumbing Inspector, (Dennis Gibson), Building Inspector (Michael Martin) and Electrical Inspector (Jeremy Kuipers)

- 18-08 Resolution Appointing Code Enforcement Officer (Dan Specht)
- 18-09 Resolution Appointing Purchasing Official (Maria Dellasala)
- 18-10 Resolution Appointing Recycling Coordinator (Dan Specht)
- 18-11 Resolution Appointing Community Development Representative (Maria Dellasala & Lorraine Maher)
- 18-12 Resolution appointing Township Qualified Purchasing Agent (Maria Dellasala)
- 18-13 Resolution Appointing Members to the Millstone Township Veteran’s Memorial Council
- 18-14 Resolution Appointing Middlesex County JIF Representative (Maria Dellasala & Kathleen Hart)
- 18-15 Resolution Appointing 911Coordinator (Michael Kuczinski)
- 18-16 Resolution Appointing OEM Coordinator (Michael Kuczinski)
- 18-17 Resolution Appointing the Class III Member to the Millstone Township Planning Board (Nancy Grbelja)
- 18-18 Resolution Appointing Members to the Open Space and Farmland Preservation Council
- 18-19 Resolution Appointing Members to the Agricultural Advisory Council
- 18-20 Resolution Appointing Monmouth County Agriculture Development Board Representative for 2018 (Tom Dancer)
- 18-21 Resolution Appointing Members to the Municipal Alliance Committee’s Executive Board
- 18-22 Resolution appointing Municipal Court Judge (Nicole Sonnenblick)
- 18-23 Resolution Appointing Violations Clerk (Dawn Wattai)
- 18-24 Resolution Authorizing the Appointment of Individuals to Perform Duties of a Municipal Court Administrator when the Municipal Court Administrator is Unavailable
- 18-25 Resolution Authorizing Inter-local Services Agreement Providing for Municipal Court Services for Roosevelt Borough
- 18-26 Resolution Appointing COAH Representative (Fred Heyer)
- 18-27 Resolution Appointing Coordinator Between the Township of Millstone and the Office of Aging (Margaret Patterson)
- 18-28 Resolution Appointing Local Historian (Joann Kelty)
- 18-29 Resolution Adopting the Temporary Budget
- 18-30 Resolution Adopting a Cash Management Plan
- 18-31 Resolution to Authorize the Continuation of Petty Cash Funds
- 18-32 Resolution to Establish Official Depositories for Township Funds
- 18-33 Resolution Authorizing the Acceptance of Credit Card Payments for the Collection of Fees for Specific Services
- 18-34 Resolution to Authorize Tax Collector to Hold Tax Sale
- 18-35 Resolution Authorizing the Cancellation of Minimal Balances and Overpayments by Tax Collector
- 18-36 Resolution Setting Interest Rates to be Charged on all Delinquent Taxes and Assessments
- 18-37 Resolution to Allow an Additional Penalty of 6% to be Collected Against a Delinquency in Excess of \$10,000.00
- 18-38 Resolution Authorizing Real Estate Tax Payments by Electronic Funds Transfer via Internet via CIT-e-Net, LLC
- 18-39 Resolution Authorizing the Tax Assessor to File Appeals Omitted and Added Assessment Appeals and Rollback Complaints with the Monmouth County Board of Taxation
- 18-40 Resolution Shared Services Agreement with Roosevelt Borough for Repair, Maintenance, Snow Removal and Ice Control on Nurko Road
- 18-41 Resolution Authorizing Contract with Edmunds & Associates, Inc.
- 18-42 Resolution Authorizing Contract with Eastern Armored Services Inc
- 18-43 Resolution Authorizing Recreation Registration Payments via Internet via Authorized.net LLC
- 18-44 Resolution Granting Permission to Pay Certain Bills Prior to Committee Meetings

- 18-45 Resolution Authorizing Deer Carcass Removal as per Monmouth County Contract F-95-2012
- 18-46 Resolution Awarding Contract for Municipal Court Security
- 18-47 Resolution Appointing Conflict Municipal Court Judge
- 18-48 Resolution Authorizing Shared Services Agreement Between Millstone Township and Millstone Township Board of Education for Uploading BOE Meeting to Township Website
- 18-49 Resolution Authorizing State Contract Purchase for Unleaded Gasoline and Diesel Fuel as per State Contact No. T0083/T1845
- 18-50 Resolution Authorizing the Tax Collector to Charge a fee for the Issuance of a Duplicate Tax Sale Certificate Pursuant to Chapter 99 Pubic Laws of 1997
- 18-51 Resolution Extending Contract For Curbside Pickup Of Recyclable Material For 2018
- 18-52 Resolution Authorizing Shared Services Agreement Between Millstone Township Board of Education And Millstone Township for Equipment/Vehicle Maintenance for 2018
- 18-53 Resolution Authorizing Shared Services Agreement with Roosevelt Borough for Certified Recycling Reporting Services
- 18-54 Resolution Authorizing Final Change order No. 1 Re: Millstone Park Improvements, Phase 1B Concession Building
- 18-55 Resolution Authorizing Contract with Action Data Services

Motion to adopt, Moved C/Kuczinski, Second C/Masci. Committee Discussion: None

**VOTE:**

**AYES:** C/Kuczinski, C/Grbelja, C/Masci, M/Dorfman,

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey

**APPOINTMENTS TO BE MADE BY THE MAYOR**

**Mayor's appointments to the Millstone Township Environmental Commission**

**Mayor Dorfman** appoints the following people to serve as members on the Millstone Township Environmental Commission.

**BE IT RESOLVED** that **Rene Peerboom, Doug Lischick and Eric Davis** are hereby appointed as members to the Millstone Township Environmental Commission for three (3) year terms commencing January 1, 2018 and ending December 31, 2020.

**BE IT FURTHER RESOLVED** that Mayor Dorfman hereby appoints **Eric Davis** as Chairperson to the Millstone Township Environmental Commission, term expiring December 31, 2018.

**BE IT FURTHER RESOLVED** that **Nick Frost** is hereby appointed as Alternate I member to the Millstone Township Environmental Commission for a two (2) year term commencing January 1, 2018 and ending December 31, 2019.

**BE IT FURTHER RESOLVED** that a copy of these appointments be forwarded to the Millstone Township Environmental Commission and to the appointees.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 3, 2018.

**Mayor's appointments to the Millstone Township Planning Board**

**Mayor Dorfman** appoints the following people to serve as members on the Millstone Township Planning Board.

**BE IT RESOLVED** that **Chris Pepe and Rose Oxley** shall serve as Class IV members to the Millstone Township Planning Board for four (4) year terms commencing January 1, 2018 and ending December 31, 2021.

**BE IT RESOLVED** that **Mayor Dorfman** shall serve as the Class I member to the Millstone Township Planning Board for a one (1) year term commencing January 1, 2018 and ending December 31, 2018.

**BE IT RESOLVED** that **Stacie Curtis** shall serve as the Alternate I member to the Millstone Township Planning Board for a (2) two year term commencing January 1, 2018 and ending December 31, 2019.

**BE IT FURTHER RESOLVED** that a copy of this appointment be forwarded to the Millstone Township Planning Board and to the appointees.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 3, 2018.

**Mayor's appointments to the Millstone Township Board of Adjustment**

**Mayor Dorfman** appoints the following people to serve as members of the Millstone Township Board of Adjustment.

**BE IT RESOLVED**, by the Mayor of the Township of Millstone that **Stephen Lambros** is hereby appointed as Regular Members to the Millstone Township Board of Adjustment for four-year (4) term commencing January 1, 2018 and ending on December 31, 2021.

**BE IT FURTHER RESOLVED**, by the Mayor of the Township of Millstone that **Al Ferro** is hereby appointed as an Alternate I member to the Millstone Township Board of Adjustment for a 2 (two) year term commencing January 1, 2018 and ending December 31, 2019.

**BE IT FURTHER RESOLVED**, that a copy of these appointments be forwarded to the Millstone Township Zoning Board of Adjustment and to the appointees.

**I HEREBY CERTIFY**, the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 3, 2018.

**Mayor's appointments to the Millstone Township Recreation Commission**

**Mayor Dorfman** appoints the following to serve as members on the Millstone Township Parks and Recreation Commission.

**BE IT RESOLVED** that **Sharon Peake** is hereby appointed to the Millstone Township Recreation Commission as regular member for five (5) year term commencing January 1, 2018 and ending December 31, 2022.

**BE IT RESOLVED** that **Jennifer Casale** is hereby appointed to the Millstone Township Recreation Commission as the Alternate I member for five (5) year term commencing January 1, 2018 and ending December 31, 2022.

**BE IT FURTHER RESOLVED** that a copy of this appointment be forwarded to the Millstone Township Parks and Recreation Commission and to the appointees.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointments made by the Mayor of the Township of Millstone at its meeting of January 3, 2018.

**Mayor's appointments to the Millstone Township Historic Preservation Commission**

**Mayor Dorfman** appoints the following persons to serve as members on the Millstone Township Historic Preservation Commission.

**BE IT RESOLVED** by the Mayor of the Township of Millstone that **Pam Teel, Michael Leaming and Marcy Havens Leaming** are hereby appointed Class C members of the Millstone Township Historic Preservation Commission for four (4) year terms, term commencing January 1, 2018 and ending December 31, 2021.

**BE IT RESOLVED** by the Mayor of the Township of Millstone that **Julia Carr Vincent** is hereby appointed Alt II member of the Millstone Township Historic Preservation Commission for a two (2) year term, commencing January 1, 2018 and ending December 31, 2019.

**BE IT FURTHER RESOLVED** that a copy of this appointment is forwarded to the Millstone Township Historic Preservation Commission and to the appointees.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 3, 2018.

**Mayor's appointment to the Millstone Township Planning Board - Mayor's Designee**

**Mayor Dorfman** appoints the following person to serve as the Mayor's designee on the Millstone Township Planning Board.

**BE IT FURTHER RESOLVED** that **Committeeman Fiore Masci** shall serve as the Class I member to the Millstone Township Planning Board at the pleasure of the Mayor, term expires December 31, 2018.

**BE IT FURTHER RESOLVED** that a copy of this appointment be forwarded to the Millstone Township Planning Board and to the appointee.

**I HEREBY CERTIFY** the foregoing to be a true copy of the appointment made by the Mayor of the Township of Millstone at its meeting of January 3, 2018.

**COMMITTEE VOLUNTEER LIASIONS TO ADMINISTER VARIOUS TOWNSHIP DEPARTMENTS FOR 2018:**

Liaison of Dept. of Public Works/Building and Grounds/Recycling	C/Masci
Liaison of Finance	C/Kinsey
Liaison of Health, Safety and Welfare	M/Dorfman
Liaison of Community Newsletter/Web Site/Cable TV	C/Masci
Liaison of Office of Emergency Management	C/Kuczinski
Liaison of Personnel	C/Kuczinski
Liaison to Board of Parks and Recreation Commission	C/Kinsey
Liaison to County & State Agencies	C/Grbelja
Liaison to Drug Alliance	M/Dorfman
Liaison to Senior Citizens	C/Grbelja
Liaison to Environmental Commission	M/Dorfman
Liaison to Historic Preservation Commission	M/Dorfman
Liaison to Board of Education	C/Masci
Liaison to Economic Development Council	C/Dorfman
Liaison to Municipal Court	C/Masci
Liaison to Fire & First Aid	C/Kuczinski
Liaison to AG Board	C/Grbelja

Statement by Committeemen/Committeewoman if they so desire:

C/Kuczinski thanks everyone for coming out.

C/Masci thanks all for coming to tonight's meeting especially County and State representatives. You have supported Millstone Township over the years, we have many shared services with the County, one is brining the roads and you can see they have been brined with the storm that is predicted for later tonight.

C/Grbelja congratulates M/Dorfman and tells him he will do a great job. C/Grbelja thanks our many volunteers for all their hard work. This township has not changed and we need to get that message out to everyone. Thank you to the County for putting Millstone Township in the position it is. We can't thank both the State and County for helping out with the situation at the group home. Thank you Lillian Burry, my mentor, Freeholder Arnone for grown in Monmouth. The County Clerk's Office and the Sheriff's office - thank you for all your help.

Freeholder Burry states if I didn't live in Colts Neck I'd live in Millstone.

M/Dorfman again thanks everyone for being here.

**TOWNSHIP COMMITTEE MINUTES:**

1. Regular and Executive Session December 20, 2017

Motion to adopt, Moved C/Grbelja, Second C/Kuczinski. Committee Discussion: None

**VOTE:**

**AYES:** C/Grbelja, C/Kuczinski, C/Masci, M/Dorfman,

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** C/Kinsey

**OTHER BUSINESS:**

Rabies Clinics will be held on Saturday January 20, 2018, from 1:00 – 2:00pm at the Millstone Township Public Works Garage, 899 Perrineville Road, Perrineville, NJ.

**PRIVILEGE OF THE FLOOR:**

Mayor Dorfman opens the meeting to the public at 7:44 pm.

1. Steve Lambros - Van Hise Drive - congratulates C/Kuczinski and C/Masci on their re-election, and states he applauds all that you have done for Millstone. Millstone has the best government, best group of people. Congratulations to M/Dorfman - we support you in any way we can. Thank you to County and State representatives, thank you for all you do for us.

Mayor Dorfman closes the meeting to the public at 7:45 pm.

M/Dorfman announces due to impending storm township services are suspended, the Department of Public Works will be out in full force.

C/Masci tells everyone to stay safe and please stay off the roads until the Department of Public Works has had a chance to plow.

**Mayor Dorfman and the Township Committee would like to wish everyone a Healthy and Happy New Year!**

**Please join us for some light refreshments.**

**Motion to adjourn:** Moved C/Grbelja, Second C/Masci. © Time Out 7:47 pm.

Tapes of the meeting are available in the Municipal Clerks Office.

January 3, 2018 minutes approved at a Township Committee meeting held on January 17, 2018.

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Maria Dellasala, RMC  
Municipal Clerk  
Millstone Township